Food and Drink Policy

Policy concerning food and drinks in the University.

Library Use Policy

Expectations for library users and staff.

Facilities Policy

Entitlements for Accessing Electronic Resources Licensed for the University of Minnesota Campus

Information regarding U of M affiliation and access to licensed resources.

Acceptable Use of Electronic Resources

Includes license agreement, and copyright information.

Online Privacy Statement

Acceptable Use of University Libraries' Computing and Technology Resources

Cell Phone Policy

Areas where cell phone use in the libraries is acceptable.

Disability Access Policy

University's Smoke and Tobacco Free Campus Policy

Board of Regents Student Conduct Code

Board of Regents Faculty and Staff Code of Conduct

Board of Regents Policy on Alcoholic Beverages on Campus

University Relations Filming and Photography Policy

Food and Drink Policy

The University Libraries policies allow library users to have limited access to food and drink. Please respect the following guidelines:

- Beverage containers must have tops or lids (coffee cups with lids, twist top bottles, travel mugs).
- Do not bring in greasy, sticky, crumbly or aromatic foods.
- Use care when consuming food and drink while using computers and library materials.
- Dispose of food and drink containers in trash bins or recycling bins.

- Food residue attracts insects and rodents. Alert library staff about any spills or messes.
- The Libraries reserve the right to suspend these guidelines for special library events.
- Individuals failing to comply with these guidelines may be asked to leave the library.
- Some library locations have unique or at-risk resources and may have additional food and drink restrictions. Consult with library staff if you have any questions.
- Several libraries have coffee shops and vending areas. We encourage you to consume food in those areas.

Library Use Policy

Welcome to the University of Minnesota Libraries. The University of Minnesota is a public land grant institution, and our collections are accessible to the citizens of the state of Minnesota, the nation, and the world.

We welcome researchers who are not affiliated with the University of Minnesota, however, our focus remains on our primary University of Minnesota community (i.e., current faculty, staff, and students), as well as the use of the libraries for research and study purposes.

The Libraries Use Policy has been created to protect the rights and safety of library users and staff and to preserve and protect the library's materials, equipment and facilities. Library users in violation of these policies may be asked to leave and could be denied future access to the Libraries.

The Libraries and its staff will provide:

- Space for users that is effective for research and study
- Tools for users to find information quickly and efficiently
- Courteous and respectful service
- New services and changes to existing services, as needed, to fill users' informational needs
- Access, within specific guidelines, to the library collections and collections owned by other institutions

Library users are expected to treat staff and other users with courtesy and respect. In order to ensure a welcoming environment for all users, the following rules apply:
1. Disruptive behavior will not be tolerated. Disruptive behavior includes, but is not limited to, the following:

- Language or action that is intimidating or disrespectful to library staff or users
- Refusing to leave a library unit at closing time.
- Entering areas of the library marked "Staff only"
- Behavior that is unreasonably distracting or impedes staff or users' ability to use the library for its intended purposes

2. Spaces are designated as collaborative or varying levels of quiet; users are expected to respect those designations.
3. Solicitation, the selling or promoting of goods or services, is not allowed.
4. Adults who bring minors into the library are responsible for monitoring their conduct at all times.
5. The destruction of library material and property will not be tolerated.

Libraries Facilities Policy

This policy applies to use of University Libraries public spaces.

Policy Statement

All use of University Libraries facilities must be consistent with the University of Minnesota's Board of Regents Policy: Property and Facility Use, the University of Minnesota's Administrative Policy: Use and Lease of Real Estate, and the mission and primary purpose of the University and the Libraries. Use of University Libraries facilities by other University departments is only permitted if the activity furthers the mission of the Libraries and University. Use of University Libraries facilities by non-University entities is only permitted if a substantial collaboration exists between the Libraries and the non-University entity that furthers the academic mission of the Libraries and University.

With respect to the use of Libraries' rooms and public spaces for events and academic activities, the University of Minnesota respects individuals' freedom of speech under the U.S. and Minnesota Constitutions. The University community is asked to be tolerant of differing points of view and respect the rights of others to express themselves. Expression that is disruptive to operations or infringes on the rights of others, however, is not acceptable nor permitted in University Libraries facilities. Disruptive behavior includes, but is not limited to:

1. Interfering with freedom of movement through the building
2. Using sound amplification without authorization
3. Making or causing noise that disturbs normal building activity or infringes on the rights of other individuals
4. Selling products or services without authorization
5. Engaging in solicitation activities, including distributing free products or handouts, requesting donations, recruiting members, or engaging in other unwelcomed solicitation of others
6. All expectations of Library users found in the Library Use policy

Non-University Libraries' solicitations, postings, and banners are not permitted in Libraries public spaces.

All requests for use of Libraries meeting rooms, training rooms, and public spaces by groups or individuals not affiliated with the Libraries are to be reviewed by the University Librarian or delegate, as specified in each room's policies and procedures (see "Additional Information about Library Spaces" below). If you have questions, please contact us.

Online Privacy Statement

The University of Minnesota respects the privacy of web site visitors to the extent permitted by law. This online privacy statement is intended to inform users of what information is collected by this web site and how the information is used.

Please note that other University of Minnesota web sites may adopt different privacy practices as their specific needs require.

Use of links to other web sites is subject to the privacy statement of the providers of those web sites. We encourage users to be aware when leaving this web site and to read the privacy statement on each web site visited. Often users can tell when they are leaving a University web site by looking at the URL of the destination site.

Contact us with questions about this site's collection of information or its online privacy statement.

Non-Personally Identifiable Information

For security purposes and to ensure that the web site remains available to all users, the University uses software to monitor network traffic to identify unauthorized attempts to upload or change information, or otherwise cause damage.

The University collects non-personal information about a user's Internet connection on this web site, including but not limited to:

- the Internet Protocol (IP) address and the name of the Internet domain used to access the Internet
- the IP address or URL of the web site from which a user directly linked to this web site
- the date and time a user accessed this web site
- the pages visited on this web site
- the browser and operating system used to access this web site
- the search terms used on our search engines

The University uses this non-personal information to help manage the web site and improve service.

This site uses Google Analytics for gathering statistics about web traffic. Information about how Google Analytics gathers and uses data is available in Google's privacy policy.

Personally Identifiable Information

Some sites and applications provided by the University Libraries record Personally Identifiable Information. We only use these data to provide, improve, and customize services and resources. We use appropriate safeguards to ensure the security, integrity, and privacy of personally identifiable information submitted to our site and periodically update measures with new technologies.

Our data gathering and dissemination are governed by state and federal laws, including the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13. Personally identifiable information is not released to external parties without your consent unless required by law.

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Cell Phone Policy

The University Libraries permit users (faculty, students, staff, visitors) to use cell phones, in specified "cell phone friendly" locations. The locations have been determined by the impact a cell phone conversation would have on other library users in the facility. In branch libraries, library users wishing to use cell phones are asked to move into the hallway directly outside the front entrance. In

large library buildings, signs are posted directing library users to "cell phone friendly" locations. Library users are encouraged to inquire at the library service desk for specific locations.

- Andersen Horticultural Library: Hallway Outside library entrance
- Architecture and Landscape Architecture: Hallway outside library entrance
- Bio-Medical Library: All Elevator lobbies on all floors
- Elmer L. Andersen Library: Entrance vestibules only
- Magrath Library: Hallway outside front internal entrance
- Mathematics Library: Hallway outside library entrance
- Music Library: Hallway outside library entrance
- Natural Resources: Hallway outside library entrance
- Science and Engineering (Walter Library): Lobby Areas
- Smart Learning Commons (Walter Library): Lobby Areas
- Veterinary Medical Library: Hallway outside library entrance
- Wangensteen Historical Library: Elevator lobbies on all floors
- Wilson Library: Outside the basement and 1st floor library exits. All elevator lobbies on all floors.